# Office of the State Public Defender JustWare Database Overview of Data Collection Fields

Mandatory Requested if information is available Optional Presently under development

OPD not using these fields

#### NAME INFORMATION

#### **Name**

Name Type Each person affecting the system, entered into JW, must be identified as a 'type' in the database

Client

Contract Attorney Public Defender

Etc.

## **Date of Birth**

Race

**Gender** 

Misc Height/Weight/Eye

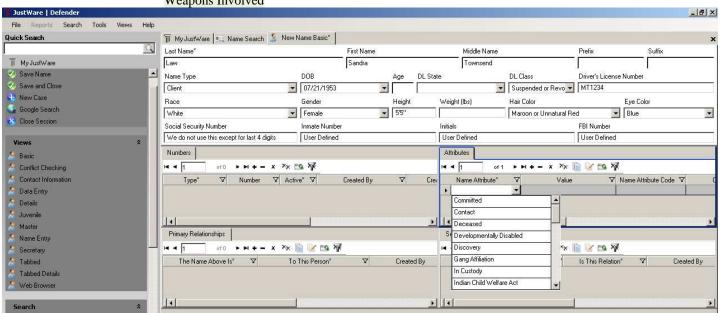
Social Security # Last four digits only

Initials Used for DI, DJ and DN cases for confidentiality

Inmate # Incarceration related

Attributes OPD defined 'attributes' to capture at either the client name or case level

In Custody
Committed
Gang Affiliation
Meth Usage
Weapons Involved



## **CASE INFORMATION**

Case Type DC

DN TK

Etc.

Status Open - variations thereof

Closed - variations thereof Inactive - variations thereof

**Receive Date** Date the case comes into office

Open Date Date the case is opened into JustWare

**Agency Added By** Defined by opening office

Bozeman Regional

Great Falls Public Defender

Etc.

Agency Type The 'team' of involved persons w/ a minimum of 3 mandatory agencies involved in each case

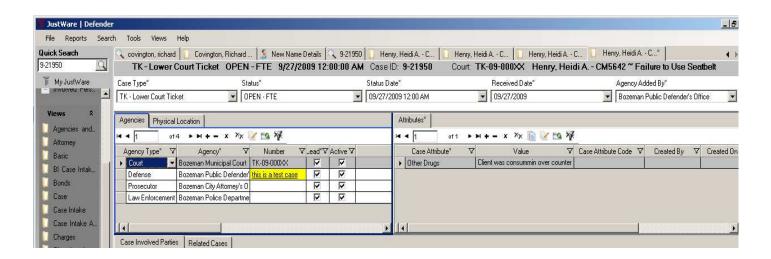
Defense Court Prosecutor

**Attributes** OPD defined 'attributes' to capture at either the client name or case level

In Custody
Committed
Gang Affiliation
Meth Usage

Weapons Involved

**Attribute value** Provides for notes to attach to attributes defined.



**Involved Parties** These are the 'players on teams'

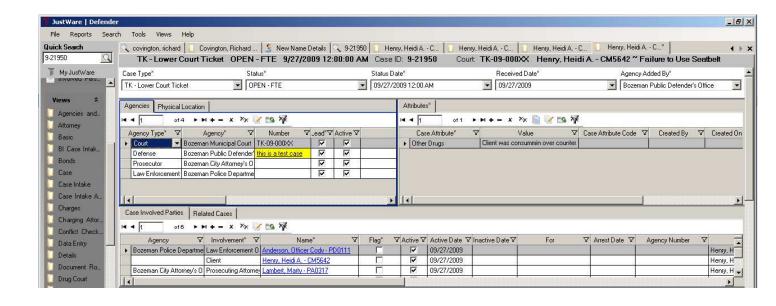
**Agency** 

Involvement in case

(Ex. Investigator, witness, etc)

**Name** 

**Related Cases** Optional because this information can be obtained elsewhere in JW



Charges

All charges and modifications to charges are entered here.

Statute-Updated dropdown list in JW

Date of occurrence

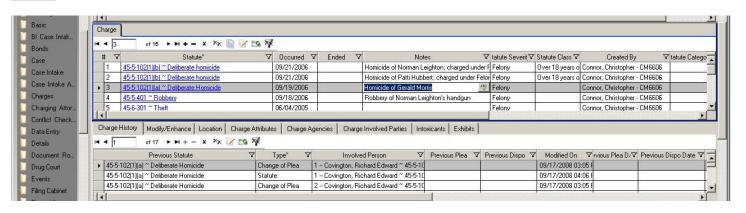
Notes

**Charge History** 

When charges are modified (above), JW moves the original charge to this field. JW users define the type of change (ex. change of plea)

Location
Charge Attributes
Charge Agencies
Charge Involved Parties

Intoxicants Exhibits



Calendar

Start date

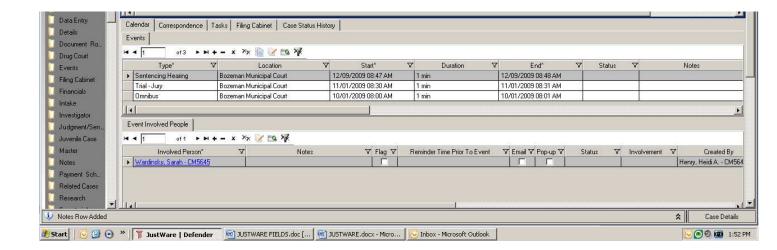
Events-all calendared events relating to a case are to be entered into JW

Appointments

Court hearings

Etc.

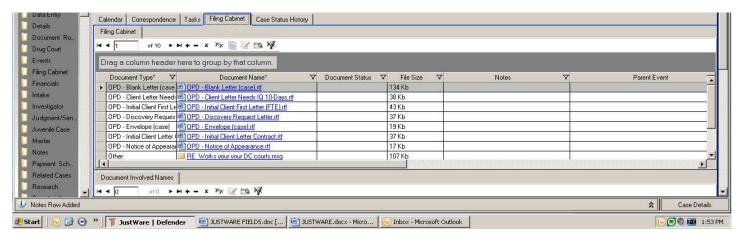
Location



#### Correspondence

#### **Tasks**

**Filing Cabinet** Used to both generate and file documents, and store electronic files of all types



# Case Status History Autogenerated by JW



# **Judgment** Event - Pulled in from the calendar

Name of client

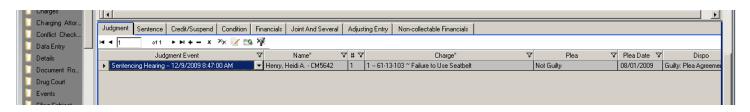
**Charge** 

Plea

Plea date

**Disposition** 

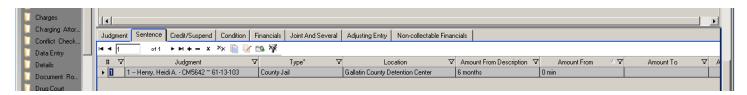
Disposition date



#### **Sentencing**

General Sentencing Information captured, if applicable

Type Location Amount



## **Credits to Sentencing**



## **Conditions of Sentencing**

